

**Administrative Office of the Courts
State of California**



**REQUEST FOR PROPOSALS *for*
SOFTWARE AND PROFESSIONAL SERVICES
COMPUTER AIDED FACILITIES AND MAINTENANCE MANAGEMENT SYSTEM
April 2004**

For more information regarding this RFP and to download required forms, please visit the California Courts Web Site

<http://www.courtinfo.ca.gov/reference/rfp/>

TRANSMITTAL PAGE

TO: POTENTIAL VENDORS

FROM: Administrative Office of the Courts
Information Services Division

DATE: April 12, 2004

SUBJECT/PURPOSE OF MEMO: To change out pages 38 and 39 of the RFP with print legible copies [see attached pages].

You are invited to review and respond to the attached Request for Proposal (“RFP”):

Project Title: California Courts Computer-Aided Facilities and Maintenance Management Solution
RFP Number: ISD2004CAFM
Addendum No. 1

DEADLINE: **Proposals must be received by 12 p.m. on May 4, 2004**

CRITICAL DATES:

CRITICAL DATES are listed under Section 3.1, Critical Dates on page 7

SUBMISSION OF PROPOSAL:

Proposals should be sent to:
Judicial Council of California
Administrative Office of the Courts
Attn: Nadine McFadden
455 Golden Gate Avenue, 7th Floor
San Francisco, CA 94102

CONTACTS:	NAME:	TELEPHONE:
SUBMITTAL CONTACT:	Nadine McFadden	415-865-4253
PROJECT LEAD:	Peter Laska	415-865-8807
CONTRACTS OFFICER:	Stephen Saddler	415-865-7989
BUSINESS SERVICES MANAGER:	Grant Walker	415-865-7978

Project Title: California Courts Computer-Aided Facilities and Maintenance Management Solution
RFP Number: ISD2004CAF, Addendum No. 1

Section	Title	Definition
3.0	Company / Team Background and resource capabilities	<p>Vendors in this section may include a narrative description of the company, the company's place in the marketplace along with strengths <i>and</i> weaknesses in the proposed CAFM Solution. If multiple firms are represented in the proposal, this section needs to include this information for each firm. As a requirement of this section, the vendor will complete, sign and provide the following forms: (1) the <i>DVBE Participation Form</i>, as set forth in Section 7.5, and (2) the <i>Vendor Certification Form</i>, as forth in Section 7.6.</p> <p>The AOC needs to evaluate the vendors' stability and ability to support the commitments set forth in response to the RFP. The AOC, at its option, may require a vendor to provide additional support and/or clarify requested information. The AOC will conduct typical business reference checks on all of the vendors participating in the proposed solution. Vendors <i>must</i> provide the following information about the company or companies included in the proposed solution. The software vendor(s) AND the professional services firm must outline the company's background, including:</p> <ol style="list-style-type: none">(1) The tax ID number of the proposed prime and subcontractors.(2) How long the company has been in business.(3) A brief description of the company size and organizational structure.(4) If applicable, how long the company has been selling the proposed software to public sector clients.(5) Most recent audited financial statements for the software vendor(s) and the professional services firm (e.g., annual sales, profitability, etc.) (i.e., attach annual report).(6) Staff Background.(7) Listing of public sector installs by name and state. State government customers are to be listed first. The number of users, usable square feet under management, number of buildings and work order volume should also be included.(8) Any material (including letters of support or endorsement from clients) indicative of the vendor's capabilities.(9) Disclosure of any judgments, pending litigation, or other real or potential financial reversals that might materially affect the viability of the vendor(s) organization or public safety products, or the warranty that no such condition is known to exist.(10) Disclosure of any known or planned sale, merger or acquisition of vendors' company/ies.(11) In the case of partnered or combined responses, the nature of the relationship among the parties must be described. Include whether the parties collaborated previously and what the intended relationship and reporting structure for the proposed project shall be.

Section	Title	Definition
		<p>The State of California Information Practices Act of 1977 requires the AOC to notify all vendors of the following:</p>
		<p>(1) The principal purpose for requesting the above information about your company is to provide financial information to determine financial qualification. State policy and state and federal statutes authorize maintenance of this information.</p>
		<p>(2) Furnishing all information is mandatory. Failure to provide this information will delay or may even prevent completion of the action for which this information is sought.</p>
4.0	Proposed Application Software and Computing Environment	<p>The vendor must present, in detail, features and capabilities of the proposed application software. This part of the response is a free narrative section. The discussion should provide comprehensive information about the actual solution and services being proposed to address the RFP. The content may overlap the content provided in other sections of the response, but should attempt to not directly replicate other content. It is acceptable to refer to the detailed information and supporting tables, charts, and graphs provided in other sections of the response.</p> <p>At a <i>minimum</i>, please provide in succinct narrative form (at least one paragraph per item) a description of <i>each</i> of the numbered items listed in Section 4.5, Software Requirements.</p> <p>In addition, the following information must be included in narrative form:</p> <p><u>Hardware Environment.</u> Describe the optimal hardware environment required to utilize the proposed software. In the event there is more than one suitable hardware platform, list the best options indicating the relative strengths and drawbacks (if any) of each.</p> <p><u>Network Environment.</u> Describe the ideal network environment required to utilize the proposed software. In the event that there is more than one suitable network configuration, list options indicating the relative strengths and drawbacks (if any) of each.</p> <p><u>Operating System(s).</u> Identify the ideal operating system(s) required by the proposed applications software and database management system in the hardware environment recommended above. In the event there is more than one suitable operating system, list all options indicating the relative strengths and drawbacks (if any) of each.</p> <p><u>Database Platform(s).</u> The AOC's preferred database platform is Oracle, however SQL Server 2000 is also supported and the AOC is open to other solutions. The vendor should identify the ideal database platform for the proposed software. In the event there is more than one suitable database platform, list all options indicating the relative strengths and drawbacks (if any)</p>